

Toms River Fire Commissioners, District No. 2
Minutes
DATE March 4, 2020

A regular meeting of the Toms River Fire Commissioners, District No. 2 was called to order at 7:30 p.m. at the Pleasant Plains Firehouse, 40 Clayton Avenue, Toms River, New Jersey. Chairman Geoghegan made the required public statement. "Adequate notice of this meeting has been provided in accordance with the Open Public Meetings Act by the adoption of a schedule of regular meetings and notice thereof being posted in the Municipal Building, 33 Washington Street, Toms River; being filed with the Municipal Clerk and being transmitted to the Asbury Park Press and the Star Ledger and to all persons who have requested copies in accordance with statute."

Roll call was taken; Present: Mr. Quinlisk, Mr. Willson, Mr. Bierbaum,
 Mr. Geoghegan. Mr. Britton

Absent:

Oath of Office – Chairman Geoghegan administered Oath of Office to James J. Quinlisk and Michael C. Willson. Timothy J. Carson was notary public for the Board.

Nomination of Chairman – A motion was offered by Mr. Bierbaum, seconded by Mr. Willson to nominate Brian Geoghegan as Chairman.

Roll call vote; Aye: Mr. Britton, Mr. Quinlisk, Mr. Bierbaum, Mr. Willson, Mr. Geoghegan.
 Nay: None.

Nomination of Clerk – Mr. Bierbaum was nominated as Clerk on a motion offered by Mr. Britton, seconded by Mr. Willson

Roll call vote; Aye: Mr. Britton, Mr. Quinlisk, Mr. Bierbaum, Mr. Willson, Mr. Geoghegan.
 Nay: None.

Nomination of Treasurer – Mr. Quinlisk was nominated as Treasurer on a motion offered by Mr. Willson, seconded by Mr. Bierbaum.

Roll call vote; Aye: Mr. Britton, Mr. Quinlisk, Mr. Bierbaum, Mr. Willson, Mr. Geoghegan.
 Nay: None.

Nomination of Assistant Clerk – Mr. Willson was nominated as Assistant Clerk on a motion offered by Mr. Britton, seconded by Mr. Bierbaum

Roll call vote; Aye: Mr. Britton, Mr. Quinlisk, Mr. Bierbaum, Mr. Willson, Mr. Geoghegan.
 Nay: None.

Nomination of Third Signer of the Vouchers – Mr. Britton was nominated Third Signer of the Vouchers on a motion offered by Mr. Willson, seconded by Mr. Bierbaum.

Roll call vote; Aye: Mr. Britton, Mr. Quinlisk, Mr. Bierbaum, Mr. Willson, Mr. Geoghegan.
 Nay: None.

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RFPs for Attorney and Auditor – A motion was offered by Mr. Britton, seconded by Mr. Willson to seek Request for Proposals for Attorney and Auditor.

Roll call vote; Aye: Mr. Britton, Mr. Quinlisk, Mr. Bierbaum, Mr. Willson, Mr. Geoghegan.
Nay: None.

Open Public Meetings Act – A resolution authorizing the scheduling of meetings in accordance with the open public meetings law was introduced by Mr. Bierbaum, seconded by Mr. Willson (attached).

Roll call vote; Aye: Mr. Britton, Mr. Quinlisk, Mr. Bierbaum, Mr. Willson, Mr. Geoghegan.
Nay: None

Designation of the Official Newspapers – A resolution designating the official newspapers of the Board was introduced by Mr. Bierbaum, seconded by Mr. Britton (attached).

Roll call vote; Aye: Mr. Britton, Mr. Quinlisk, Mr. Bierbaum, Mr. Willson, Mr. Geoghegan.
Nay: None.

Approval and Payment of Claims – A resolution authorizing the approval and payment of claims was introduced by Mr. Bierbaum, seconded by Mr. Willson (attached).

Roll call vote; Aye: Mr. Britton, Mr. Quinlisk, Mr. Bierbaum, Mr. Willson, Mr. Geoghegan.
Nay: None.

Cash Management Fund – A resolution to adopt a cash management fund was introduced by Mr. Bierbaum, seconded by Mr. Willson (attached).

Roll call vote; Aye: Mr. Britton, Mr. Quinlisk, Mr. Bierbaum, Mr. Willson, Mr. Geoghegan.
Nay: None.

Surety Bonding for all Commissioners – A resolution designating surety bonding for all commissioners was introduced by Mr. Bierbaum, seconded by Mr. Willson (attached).

Roll call vote; Aye: Mr. Britton, Mr. Quinlisk, Mr. Bierbaum, Mr. Willson, Mr. Geoghegan.
Nay: None.

Designation of Records Custodian – A resolution designating Brian Geoghegan as Records Custodian was introduced by Mr. Bierbaum, seconded Mr. Willson (attached).

Roll call vote; Aye: Mr. Britton, Mr. Quinlisk, Mr. Bierbaum, Mr. Willson.
Nay: None.
Abstain: Mr. Geoghegan

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Appointment of Purchasing Agent – A resolution appointing Timothy J. Carson as purchasing agent was introduced by Mr. Britton, seconded by Mr. Willson (attached).

Roll call vote; Aye: Mr. Britton, Mr. Quinlisk, Mr. Bierbaum, Mr. Willson, Mr. Geoghegan.
Nay: None.

Application for Membership – Applications for membership to Pleasant Plains Fire Company was received from Jonathan Villalona and was accepted on the roster of the Pleasant Plains Fire Company as an active firefighter. Chairman Geoghegan swore in the firefighter applicant.

Minutes of the previous meeting were approved on a motion offered by Mr. Quinlisk by Mr. Willson and accepted as written providing that the minutes shall be made available for inspection by any member of the public during the meeting.

Roll call vote; Aye: Mr. Britton, Mr. Quinlisk, Mr. Bierbaum, Mr. Willson.

Nay: None.

Abstain: Mr. Geoghegan

Cash Receipts –

Received check #0700177 dated February 27, 2020 in the amount of \$2,409.36 from the New Jersey Department of Pensions for the Reimbursement of Overpayment of Pension Benefits for December 2019.

Received check #9847 dated March 3, 2020 in the amount of \$1,332.46 from the Pleasant Plains Fire Company for the Reimbursement of Insurance for February 2020.

Bills were presented for payment by _____ and were approved to be paid on a motion offered by _____, seconded by _____. Each commissioner abstains to his voucher, if any.

Roll call vote; Aye: Mr. Britton, Mr. Quinlisk, Mr. Bierbaum, Mr. Willson, Mr. Geoghegan..

Nay: None.

Blue Cross	1,982.05	PC Richard	487.00
Richard Braslow ESQ	185.00	Riggins	526.21
Comcast	311.24	Service Master	612.00
Continental Fire Safety	411.00	Silver Bay	94.90
Elite Club Fitness	140.00	Staples Advantage	389.78
Island Technical Services	2,848.00	Suez Water	572.44

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Meridian Health	850.00	The Stress Center	76.00
Minerva	28.85	Toshiba	11.19
NJ Natural Gas	489.91	Toms River Fitness	260.00
Paychex	238.57	Verizon Wireless	622.94

Total \$11,137.08

Correspondence – Correspondence has been provided to all commissioners

Apparatus— Commissioner Britton advised that 3051 was repaired and the part for 3065 front intake was ordered.

Commissioner Willson reported the tank from 2911 is still leaking and we need to find a resolution. 2927 is still in progress and the cap is on order.

Insurance—Commissioner Britton questioned if the board was satisfied with Nottingham and all agreed to keep them as is. The agent will be coming to the office to review all plans and policies with the administrator and Commissioner Britton.

Fire Academy – Commissioner Willson reported that Chief Sinnott is looking to meet with the academy and the officers to put a pilot extrication training program together.

Purchasing – Administrator Carson reported the following.

Pick-Up Truck – Truck is now at Elite with the plow only. The cap has been ordered and agreed to be paid for the difference by All American. PO issued to Elite for the Upfit of the unit.

One GETAC delivered for SVFC

Replacement hose from fire in Silverton Ordered. 4 lengths of 1 ¾” hose.

3041 Plymovent Hose replaced

TICS Batteries ordered and received for PPFD via Chief Roman

Turnout Coat for Joan Pagano repaired by Minerva and returned to service

Refrigerator received for substation conference room.

Substation: Commissioner Britton reported that the day room will need a television and new furniture. We will work on getting this done this year.

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Fire Officers' Association – Commissioner Bierbaum reported that the Chiefs of the township held a meeting to discuss issues recently.

Silverton Report:

Silverton's Chiefs Report 3/4/2020

Chief Sinnott Thanked Commissioner Duff for his service and welcome Commissioner Quinlisk to the Board.

Apparatus - All is up and running except for the leaking tank on 2911, which is on hold till the budget is squared away. New laptop for unit 2910 is in and getting programs installed.

Sara Brezniak is back from maternity leave; doctors note provided to Administrator Carson.

Radio Programming - We have a few radios that need ID changes and also would like to add the new county fire zones and soon to be Manchester FD to the radios that can take these updates.

I would like to meet with the training center liaisons and Director Hansson for putting together a pilot program for extrication class to be held on Thursday Drill nights for spring 2020. This year the training center is not offering an extrication class in the spring and our thoughts is to have a class designed to work with our new equipment and tools on Squad 2913, giving members attending an extrication certification.

About 6 months ago, the officers have put together a master plan committee to explore the options of building renovations vs building a new fire house. This committee is also been tasked with the idea of the fire company and first aid squad merging to form one fire / ems station. I would like to have Commissioners liaisons and our Administrator to meet with the committee to discuss this with the fire services agreement and other impacts of this potential merger.

As in the past, we will be sending apparatus to the St Patrick's day parade on Saturday with your permission

Pleasant Plains report: Assistant Chief Janora reported all is going well.

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Business Administrator's report – Administrator Carson reported the following.

1. Sale of Vehicles – Signal 5 Apparatus came to the substation to photograph and gather information on 3061. They will be looking for a potential buyer.
2. Town Audit - Received Request from Holman, Frenia, Allision PC in reference to Audit of Township requesting all payments received from the Town
3. Workers Comp – Spoke to Workers Comp in reference to filing all information from latest injury.

Unfinished Business:

Commissioner Geoghegan advised Commissioner Britton, Administrator Carson and him had a meeting with three Town Councilmen and the Town Business Administrator and have asked them to leave the budget as is. It will be on the next agenda for the Town Meeting.

New Business:

Kearny Bank – A motion was introduced by Mr. Britton, seconded by Mr. Willson to roll the funds from the 7-month CD at Kearny Bank in the amount of \$90,000 to a money market.

Roll call vote; Aye: Mr. Britton, Mr. Quinlisk, Mr. Bierbaum, Mr. Willson, Mr. Geoghegan..
Nay: None.

Manasquan Bank – A motion was introduced by Mr. Britton, seconded by Mr. Willson to roll the funds from the 12-month CD at Kearny Bank in the amount of \$139,000 to a 12 month CD.

Roll call vote; Aye: Mr. Britton, Mr. Quinlisk, Mr. Bierbaum, Mr. Willson, Mr. Geoghegan..
Nay: None.

Commissioner Bierbaum questioned the hydrant painting in town and if it is conforming to the Town Code. The town calls for all public hydrants to be silver with yellow bonnet and all private hydrants be all yellow. Chief Esposito has had contact with SUEZ. Referred to Code Enforcement.

Commissioner Bierbaum advised that the 9/11 compensation fund is still available

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Commissioner Bierbaum advised that there will be a meeting with the Supervisor of Communications' next week to discuss mutual aid plans

Commissioner Bierbaum advised of the Corona Virus and that we have already wanted to purchase hand sanitizers for each station. Motion by Commissioner Bierbaum, second by Commissioner Willson to purchase the units.

Roll call vote; Aye: Mr. Britton, Mr. Quinlisk, Mr. Bierbaum, Mr. Willson, Mr. Geoghegan..
Nay: None.

Closed Session – A resolution was introduced by Mr. Willson seconded by Mr. Britton to go into closed session at 20:03 p.m..

Roll call vote; Aye: Mr. Britton, Mr. Quinlisk, Mr. Bierbaum, Mr. Willson, Mr. Geoghegan..
Nay: None.

WHEREAS, PL-1975 Chapter 231 allows for meetings in closed session on matters of personnel; and

WHEREAS, the commissioners have matters to discuss concerning the "Near Miss" insurance report; and

WHEREAS, the commissioners have matters to discuss concerning the Business Administrator's employment;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSIONERS OF FIRE DISTRICT NO. 2 IN THE TOWNSHIP OF TOMS RIVER, COUNTY OF OCEAN go into closed session to discuss these matters as permitted by the open public act and that the results of this closed session be available to the general public upon the completion of the acceptance of the minutes at the next regular meeting and at such time as this matter in closed session is resolved.

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Resume Regular Session – A motion was offered by Mr. Bierbaum, seconded by Mr. Willson to resume regular session at 21:14 p.m..

Roll call vote; Aye: Mr. Britton, Mr. Bierbaum, Mr. Willson, Mr. Quinlisk, Mr. Geoghegan.

Nay: None.


Adjournment – A motion to adjourn the meeting was offered by Mr. Bierbaum, seconded by Mr. Willson.

Roll call vote; Aye: Mr. Britton, Mr. Bierbaum, Mr. Willson, Mr. Quinlisk, Mr. Geoghegan.

Nay: None.

The meeting was adjourned 21:16 p.m..

Respectfully submitted,

A handwritten signature in dark ink, reading "Craig Bierbaum". The signature is fluid and cursive, with a long horizontal flourish extending to the right.

Craig Bierbaum, Clerk

**THE COMMISSIONERS OF FIRE DISTRICT NO. 2
IN THE TOWNSHIP OF TOMS RIVER, COUNTY OF OCEAN**

**Authorizing Regular Meeting Schedule
For the 2020-2021 Year**

WHEREAS, Public Law 1975, Chapter 231, Section 13, requires a public body to post and maintain posted, to distribute to designated newspapers, and to further file with the Municipal Clerk for the purpose of public inspections, a schedule of the regular meetings of such public body to be held during the calendar year; and

WHEREAS, such schedule of regular meetings is required to contain the location of each meeting, to the extent that it is known, and the time and date of each meeting; and

WHEREAS, Public Law 1975, Chapter 231, Section 3-D provides that where the annual notice of revisions thereof, in compliance with sections of the subject act, set forth the location, time, and date of any meeting no further action shall be required for such meeting.

NOW, THEREFORE, BE IT RESOLVED by the Commissioners of Fire District No. 2 in the Township of Toms River, County of Ocean as follows:

- (1) Regular meetings of the Commissioners shall take place at 7:30 p.m. as follows:

Regular meetings held at the Silverton Firehouse are as follows:

Wednesday, April 1, 2020
Wednesday, May 6, 2020
Wednesday, June 3, 2020
Wednesday, July 1, 2020
Wednesday, August 5, 2020
Wednesday, March 3, 2021

Regular meetings held at the Pleasant Plains Firehouse are as follows:

Wednesday, September 2, 2020
Wednesday, October 7, 2020

Wednesday, November 4, 2020
 Wednesday, December 2, 2020
 Wednesday, January 6, 2021
 Wednesday, February 3, 2021

(2) The order of business for regular meetings of the Board are:

- A. Call to order
- B. President's statement
- C. Roll call
- D. Application for membership
- E. Receipts of bids (when applicable)
- F. Minutes of the previous meeting
- G. Review and payment of bills
- H. Correspondence
- I. Reports of committees (commissioners)
- J. Reports of chiefs
- K. Report of administrator
- L. Unfinished business
- M. New business
- N. Adopt resolution to hold closed session (when required)
- O. Address to the Board by members of the public
- P. Adjournment

(3) Workshop meetings of the Commissioners shall take place at 7:30p.m. as follows:

Workshop meetings held at the Silverton Firehouse are as follows:

Wednesday, March 18, 2020
 Wednesday, April 15, 2020
 Wednesday May 20, 2020

Workshop meetings held at the Pleasant Plains Firehouse are as follows:

Wednesday, September 16, 2020
 Wednesday, October 21, 2020
 Wednesday, November 18, 2020
 Wednesday, December 16, 2020
 Wednesday, January 20, 2021
 Wednesday, February 17, 2021

(4) The order of business for workshop meetings of the Board are:

- A. Call to order
- B. President's statement

- D. Application for membership
- E. Receipts of bids (when applicable)
- F. Minutes of the previous meeting
- G. Review and payment of bills
- H. Correspondence
- I. Reports of committees (commissioners)
- J. Report of administrator
- K. Unfinished business
- L. New business
- M. Adopt resolution to hold closed session (when required)
- N. Address to the Board by members of the public
- O. Adjournment

(5) A summary of this resolution shall be mailed to the Asbury Park Press and the Star Ledger; and a summary of this resolution shall be posted and shall be maintained on the official bulletin board of the Township of Toms River, shall be posted on the official bulletin board of the Commissioners, and shall also be kept on file by the Municipal Clerk for purposes of public inspection.


CRAIG BIERBAUM, CLERK

**THE COMMISSIONERS OF FIRE DISTRICT NO. 2
IN THE TOWNSHIP OF TOMS RIVER, COUNTY OF OCEAN**

**Designation of Official Newspapers for
Publications for the 2020-2021 Year**

WHEREAS, the Commissioners of Fire District No. 2 in the Township of Toms River, County of Ocean, must by statutory law publish various items in order to comply with said requirements of statutory law; and

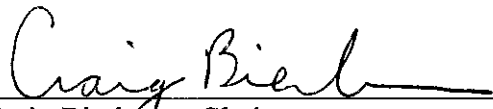
WHEREAS, the Commissioners are desirous of designating various newspapers as official newspapers in which the Commissioners may publish its various items during the 2020-2021 year;

NOW, THEREFORE, BE IT RESOLVED by the Commissioners of Fire District No. 2, in the Township of Toms River, County of Ocean, as follows:

- (1) The official newspapers in which the Commissioners will publish all required notices or other items during the 2020-2021 year pursuant to New Jersey statutes shall be the Asbury Park Press and/or the Star Ledger, unless said New Jersey statutory law otherwise mandates that a newspaper other than those as referenced herein be used for said publications.

CERTIFICATION:

I, Craig Bierbaum, Clerk of the Commissioners of Fire District #2 in the Township of Toms River, County of Ocean hereby certify that the foregoing resolution was duly adopted at a regular meeting of the Commissioners held on March 4, 2020.



Craig Bierbaum, Clerk

RESOLUTION

MARCH 4, 2020

Authorizing Approval and Payment of Claims

WHEREAS, the Local Finance Board has adopted rules and regulations which apply to municipal entities and the fire district is a municipal entity as defined in the rules and regulations as promulgated by the Local Finance Board; and

WHEREAS, Subchapter 4, Section 5:31-4.1(e) provides that payment of claims by the fire district shall be by check drawn on the fire district and signed by the governing body chairman, the chief financial officer, and countersigned by such other officer or officials as designated by resolution; and

WHEREAS, Subchapter 4, Section 5:31-4.2(a) further provides that the Commissioners of Fire District No. 2 in the Township of Toms River, at their re-organizational meeting, designate, by resolution, the individuals whose signatures shall appear on checks drawn upon the treasury of the commissioners; and

WHEREAS, Subchapter 4, Section 5:31-4.1(f) provides that the fire district shall, by resolution passed by not less than the majority of the full membership, further designate the manner in which and the time in which salaries, wages or other compensation for services shall be paid.

NOW, THEREFORE, be it RESOLVED by the Commissioners of Fire District No. 2 in the Township of Toms River, County of Ocean as follows:

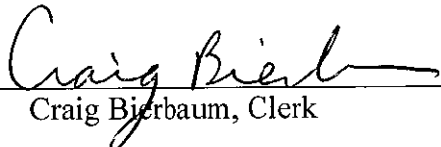
1. The checks as issued by the Commissioners for payment of claims shall be signed by the Commissioners' chairman, treasurer, and countersigned by one other commissioner in order that the Commissioners comply with the rules and regulations as promulgated by the Local Finance Board and as set forth herein.

2. The compensation received by the Commissioners for salaries as relates to services performed by the Commissioners shall be paid by check, upon receipt and approval of the appropriate voucher, monthly.

3. The manner in which and the time in which compensation for services rendered by the employee or employees of the fire district shall be paid in accordance with the employment contracts as previously executed.

CERTIFICATION

I, Craig Bierbaum, Clerk of the Commissioners of Fire District No. 2 in the Township of Toms River, County of Ocean hereby certify that the foregoing resolution was duly adopted at a regular meeting of the Commissioners held on March 4, 2020.



Craig Bierbaum, Clerk

RESOLUTION

MARCH 4, 2020

Adoption of Cash Management Fund

WHEREAS, the Local Finance Board has adopted rules and regulations which apply to municipal entities and the fire district is a municipal entity as defined in the rules and regulations as promulgated by the Local Finance Board; and

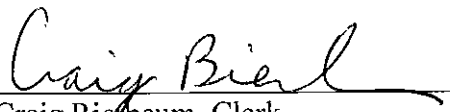
WHEREAS, Subchapter 3, Section 5:31-3.1(a) provides that the governing body shall, by resolution passed by not less than a majority of the full membership, adopt a cash management plan, which shall include the designation of a depository the State of New Jersey Cash Management Fund or a public depository or depositories;

NOW, THEREFORE, be it RESOLVED by the Commissioners of Fire District No. 2 in the Township of Toms River, County of Ocean as follows:

1. This resolution shall act as a formal adoption by the Commissioners of a cash management plan, which shall allow for official depositories of the Commissioners to be the State of New Jersey Cash Management Fund and/or Wells Fargo, M & T Bank, and Investors Savings Bank, Kearny Federal Savings Bank, and Manasquan Savings Bank, Shore Community Bank, Sun National Bank, and Santander.

CERTIFICATION

I, Craig Bierbaum, Clerk of the Commissioners of Fire District No. 2 in the Township of Toms River, County of Ocean hereby certify that the foregoing resolution was duly adopted at a regular meeting of the Commissioners held on March 4, 2020.


Craig Bierbaum, Clerk

RESOLUTION

MARCH 4, 2020

Designating Surety Bonding for All Commissioners

WHEREAS, the Local Finance Board has adopted rules and regulations which apply to municipal entities, and the fire district is a municipal entity as defined in the rules and regulations as promulgated by the Local Finance Board; and

WHEREAS, Subchapter 6, Section 5:31-6.1 provides that the fire district shall, by resolution, designate employees and officials required to furnish surety bonds and determine minimum bonds for each such employee and official; and

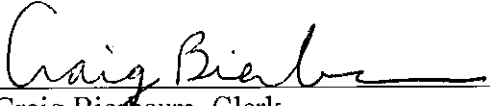
WHEREAS, the Commissioners of Fire District No. 2 in the Township of Toms River, County of Ocean have deemed it necessary to provide a blanket bond for the Commissioners of the Fire District.

NOW, THEREFORE, be it RESOLVED by the Commissioners of Fire District No. 2 in the Township of Toms River, County of Ocean as follows:

1. A blanket surety bond shall be provided for all Commissioners in the amount of \$1,000,000.

CERTIFICATION

I, Craig Bierbaum, Clerk of the Commissioners of Fire District No. 2 in the Township of Toms River, County of Ocean hereby certify that the foregoing resolution was duly adopted at a regular meeting of the Commissioners held on March 4, 2020.


Craig Bierbaum, Clerk

**THE COMMISSIONERS OF FIRE DISTRICT NO. 2
IN THE TOWNSHIP OF TOMS RIVER, COUNTY OF OCEAN**

Designation of Records Custodian

March 4, 2020


WHEREAS, the Fire District need designate a records custodian with the responsibility of addressing any requests received by the Fire District relative to the Open Public Records Act and complying with all provisions of the law relative to any such request.

NOW, THEREFORE BE IT RESOLVED by the Commissioners of Fire District No. 2 in the Township of Toms River, County of Ocean as follows:

- (1) Brian J. Geoghegan is hereby designated as custodian as above referenced.

CERTIFICATION

I, Craig Bierbaum, Clerk of the Commissioners of Fire District No. 2 in the Township of Toms River, County of Ocean hereby certify that the foregoing resolution was duly adopted at a regular meeting of the Commissioners held on March 4, 2020.



Craig Bierbaum, CLERK

RESOLUTION

MARCH 4, 2020

Appointment of Purchasing Agent

WHEREAS, the current procedure for processing chiefs' requests and other purchases on behalf of the fire district has proven to be awkward and time consuming; and

WHEREAS, the Board desires to streamline the purchasing procedure, particularly with respect to those purchases not subject to competitive bidding, and to establish a more efficient and businesslike procurement system; and

WHEREAS, N.J.S.A. 40A:11-9 permits the appointment of a purchasing agent;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSIONERS OF FIRE DISTRICT NO. 2 IN THE TOWNSHIP OF TOMS RIVER, as follows:

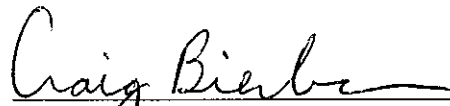
1. The position of purchasing agent be and the same is hereby established and shall be filled by Timothy J. Carson.
2. The purchasing agent shall have the power to prepare specifications and to receive bids for the purchase of work, materials, and supplies on behalf of the Board provided that this authorization shall apply to contracts creating obligations not in excess of \$17,500 pursuant to the standards contained in N.J.S.A. 40A:11-7. The purchasing agent shall have the power to make awards of contracts in the name of the Board, provided that this authorization shall apply to contracts creating obligations not in excess of \$17,500 pursuant to the standards contained in N.J.S.A. 40A:11-7. The Board hereby acknowledges the threshold of up to \$2,625 for receiving two quotes.
3. The purchasing agent, in carrying out her duties pursuant hereto, must in all respects follow the requirement of the Local Public Contracts Law (N.J.S.A. 40A:11-1 et seq.).

4. This resolution need not be publicly advertised or held for second reading because it does not create a position for which remuneration shall be paid but merely creates additional administrative duties for the present business administrator.

5. The business administrator designated as the purchasing agent shall fulfill that position until terminated by the Board or until the re-organization meeting following the annual election, at which time other arrangements shall be so designated.

CERTIFICATION

I, Craig Bierbaum, Clerk of the Commissioners of Fire District No. 2 in the Township of Toms River, County of Ocean hereby certify that the foregoing resolution was duly adopted at a regular meeting of the Commissioners held on March 4, 2020.


Craig Bierbaum, Clerk